

Guide To Purchasing Anthropometric and Hematological Equipment and Breastpumps

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INTRODUCTION

This guide presents the minimum specifications for the purchase of anthropometric and hematological equipment and breastpumps by the Kansas WIC Program. Contact the State Agency for guidance on purchasing computer equipment. As stated in policy ADM: 02.03.05, the Kansas WIC Program will not reimburse local agencies for the purchase of equipment that does not meet the minimum specifications. If there is any question whether a specific item meets the specifications, please call the State WIC Lead Contact assigned to your agency for guidance. Equipment that is not detailed in this guide does not have minimum specifications. Each LA should assess the available equipment to ascertain which best meets the agency's need. Certain equipment purchases, as defined in policy ADM: 02:03:05, require prior SA authorization.

GENERAL PURCHASING GUIDELINES

1. Determine what features are necessary the LA needs (e.g. traveling agencies would require portable equipment).
2. Check whether the company allows equipment to be field-tested. If possible, field-test several different models to determine which equipment best meets the LA's needs.
3. Investigate the company's return policy. A good return policy will provide for a full refund for any equipment that is returned.
4. Confirm that the equipment is guaranteed against defects for at least one year.
5. Examine the availability of maintenance and repairs locally.
6. Review the availability of a maintenance agreement from the manufacturer.
7. Contact other agencies that have similar equipment and get an opinion on that particular piece of equipment.

ANTHROPOMETRIC EQUIPMENT

Equipment for Measuring Stature

Recumbent Length

- Must be constructed of durable materials that resist warping.
- Must indicate length on a firm, inflexible, flat horizontal surface with a measuring

tape in at least 1/8-inch increments.

- Measuring tape must be stable, easily read and at least 39.5 inches long.
- Must consist of an immovable headpiece at a right angle to the tape.
- Must have a smoothly moveable footboard, perpendicular to the tape.
- Must be easily sanitized.
- Must **not** have any sharp edges or unfinished parts.

Standing Height

- Must be constructed of durable materials that resist warping.
- Must indicate height on a vertical board with an attached measuring tape in at least 1/8-inch increments.
- Must indicate height on an easily read, stable tape that is at least 75 inches long.
- Must consist of an easily moveable horizontal headboard that can be brought into contact with the most superior part of the head.
- Must not have any sharp edges or unfinished parts.
- Must be easily sanitized.
- Must **not** be attached to a scale.

Equipment for Measuring Weight

Infant Scales

- Must be a high quality beam balance or electronic digital (no spring systems).
- Scale surface and weighing tray must be easily sanitized.
- Tray must be large enough to support a child up to 24 months of age.
- Must weigh to at least 40 lb.
- Must weigh in a minimum of ½ oz increments.
- Must adjust to zero.
- Must be able to be calibrated.
- Weight should be able to be 'locked' in.
- Weight should be read at 'eye level' of measurer.
- Should have a motion detector and stabilizer.
- Should **not** have a length device attached.

Adult Scales

- Must be a high quality beam balance or electronic digital (no spring systems).
- Must be easily sanitized.
- Must weigh to at least 350 pounds.

- Must weigh in ¼ pound increments.
- Must adjust to zero.
- Must be able to be calibrated.
- Weight should be able to be 'locked' in.
- Weight should be read at 'eye level' of measurer.
- Must have a stable weighing platform.
- Should have a hand post attached to base of scale
- Should **not** have an attached stature device.
- Should **not** have wheels on scale.

HEMATOLOGICAL EQUIPMENT

Equipment for testing either hemoglobin or a hematocrit must be CLIA '88 waived. The purchase of any other system is **not** approved.

BREASTPUMPS

Manual Hand Pumps

The WIC program will **not** reimburse the cost of purchase for horn, bulb, or cylinder style manual breastpumps. These pumps are easily contaminated, the bulbs or gaskets may still harbor bacteria after cleaning, or they may be difficult to use. In addition, these pumps often cause breast trauma.

Manual Pumps

- Must be evaluated for safety and effectiveness.
- Must maintain stable suction throughout milk collection.
- Must prevent backflow.
- Must have readily available replacement parts.
- Must collect milk in a container that can be adapted for use in feeding.
- Should have more than one flange size available. Flexible flanges may be useful.
- Should be easy to assemble.
- Should be easy to clean.
- Should be portable.
- Should be comfortable to use.
 - The pump should fit most women's hands.
 - Operating the pump should use muscles in an anatomically correct way to prevent user fatigue or injury.
- The milk collection container should be easy to remove with minimal spillage.

- Instructions should include pictures or diagrams that support the directions.
- Instructions should be available in other languages.

Electric Pumps

- Must be a hospital (institutional) grade pump approved for multiple users.
- Must be evaluated for safety and effectiveness.
- Must use a standard electrical outlet, may **not** be battery powered.
- Must have an UL approved power cord and plug.
- Must be efficient enough that a pumping session can be completed in 20-30 minutes.
- Must regulate suction control.
- Must cycle a minimum of 40 times per minute.
- Must alternate pressure setting during milk collection.
- Must minimize the potential for cross-contamination between users.
- Pump attachment kits for single users must be available.
- Must prevent backflow.
- Must have readily available replacement parts.
- Must collect milk in a container that can be adapted for use in feeding.
- Should be useable for single or double pumping.
- Should have more than one flange size available. Flexible flanges may be useful.
- Should be easy to assemble.
- Should be easy to clean.
- Should be portable with a carrying case.
- The milk collection container should be easy to remove with minimal spillage.
- Instructions should include pictures or diagrams that support the directions.
- Instructions should be available in other languages.
- The manufacturer should offer a maintenance agreement.

KWIC CLINIC COMPUTER EQUIPMENT

The computer equipment required to support the KWIC system presents a range of hardware and software. If there are issues where KWIC computers, software, and/or peripheral supporting equipment need to be repaired or replaced, please contact the KDHE-WIC Central Office. Assistance from the WIC Central Office will be provided to determine the most cost effective and expedient process in addressing the issues(s). When calling, please have ready the inventory number, serial number, specific issue, and if it is hardware, what percentage of the time is it used for WIC. In addition, for any issues, please be prepared to provide who originally purchased the hardware and/or the software.